

***State of Washington
Department of Transportation
Notice to Consultants
SR 167 Valley Freeway Corridor
General Engineering Consultant***

The Washington State Department of Transportation (WSDOT) solicits interest from consulting firms who would like to provide general engineering consultant (GEC) services working collaboratively with the WSDOT to deliver transportation improvements for the SR 167 Valley Freeway Corridor. One (1) Negotiated Hourly Rates Agreement will be awarded. WSDOT anticipates the size of the GEC agreement to be in the range of 3 to 5 million dollars and the agreement will be for the duration of approximately 2 years from 2006 to 2008. An effective SR 167 Valley Freeway Corridor GEC will be crucial to successful, on-time, and on-budget project delivery.

PROJECT DESCRIPTION

The SR 167 Corridor work from Puyallup to Renton currently consists of five diverse projects funded to \$145 million over the next five years. The Urban Planning Office is lead for a \$9.6 million Corridor Study evaluating the long-range vision for the route, as well as developing Environmental Assessments for select sections. In partnership with the Urban Planning Office, the Urban Corridors Office will be developing and managing construction of the SR 167 High Occupancy Toll lanes pilot project from Auburn to Renton at a value of \$14 million. UCO will also be managing construction of the \$39 million SR 167 Stage 3 HOV project in Auburn, developing the \$80 million Stage 4 HOV project between Auburn and south toward Sumner, as well as implementing a \$3 million asphalt pavement overlay project from Kent to Renton.

The GEC for the SR 167 Valley Freeway will include program management support to WSDOT; project controls for scope, schedule and budget; engineering services for the HOV Stage 4 project, and construction management services. Desirable GEC expertise will include design-build as well as toll road experiences.

PROJECT VISION

- Mission Statement: Our mission is to provide mobility options and improve transportation system operations for the people and freight for the communities along the SR 167 Corridor.
- Goals of the Project: Our goal is to safely and strategically deliver the identified projects on time and within budget.
- Near-term objectives: In the near term, we intend to design and construct the SR 167 HOT Lanes pilot project with public understanding and acceptance of HOT Lanes.

SR 167 Corridor Projects Implementation Plan

- Provide leadership in setting up GEC for WSDOT to remain in the strong owner role;
- Develop management and organizational structure strategies to deliver the project;
- Set up oversight control and communication structure and protocol;
- Set up strategy for master scheduling, cost estimating, and cost estimate reporting;
- Set program priorities and schedules;

- Set project priorities, definitions, and phases;
- Lead the GEC to assist the design and construction the SR 167 projects in a safe, accountable, and environmentally responsible manner

Project Structure and Staffing



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Organization with...

Rules Governing Firewall Issues if Design/Build is Utilized

The following contracting principles, or "firewalls", have been developed to prevent conflict of interest or unfair project knowledge situations:

1. General Engineering Consultants (GEC) can participate in Segment Preliminary Design (PD) contracts, but not Design-Build (D-B) contracts;
2. GEC sub-consultants can participate in Segment PD contracts and On-Call contracts. GEC sub-consultants may participate in D-B contracts only if their work for the GEC does not provide them project knowledge that could translate to an unfair advantage to their D-B team. For example, cost estimate work or knowledge gained would be grounds for exclusion. Specific on-call tasks or design work in other segments could be acceptable. The burden of proof will be on the GEC sub-consultant to demonstrate that participating in D-B contracts will not create any conflict of interest or unfair project knowledge situations. Further, firewall principle #3 below will apply to the GEC sub-consultants;
3. Preliminary Design Consultants (prime or sub) will not be allowed to participate in a D-B contract for any segment they've done PD work on, but may participate in D-B for other corridor segments;
4. Parent and subsidiary companies participating in GEC Joint Ventures (JV) are precluded from D-B contracts on any segment; and
5. Parent and subsidiary companies participating in PD Joint Ventures are precluded from D-B contracts on any segment they've done PD work on.

The GEC will be with the SR 167 Valley Freeway Corridor from start to finish, now through construction and close-out of contracts. The immediate work will assist WSDOT in getting the project going, and may include project management strategies and preliminary design work. The Personal Services and Architect & Engineering On-Call Rosters may be used to supplement the skills and workforce of the integrated SR 167 Valley Freeway Corridor Team. These agreements will be initially contracted through the State, but may subsequently be managed by the GEC.

Preliminary design is inclusive of all work necessary through completion of design-build RFQs.

DESCRIPTION OF WORK

The expected work of the GEC includes both management expertise and technical expertise to deliver the SR 167 Valley Freeway Corridor Projects. The work will include project management inclusive of design and construction phases, technical and management staff support, review and preliminary design for corridor continuity, environmental vision, and possible management of on-call and preliminary design agreements.

An option to this agreement is preliminary design.

Work performed through the GEC agreement could include

Right of Way Mapping Right of Way Plan Record of Survey Monumentation/Mapping Hydraulics Design Build Assessments Financial Plan Cost Accounting Schedule Reporting CRA Public Involvement Additional Survey Work Design Hearing Value Engineering APDR-Traffic Analysis and Final Report Other Environmental documents for bottleneck projects: Includes BA- ESA and permits Geotechnical Evaluations Structural Site Data Structural Design (Maybe) Agreement Support RR support Right of Way Acquisition Roadside Restoration Traffic Analysis Traffic Design ITS Design Utilities Work Zone Traffic Control Design-Build Procurement Contract Plan Prep Contract Specs Contract Estimate Construction Permit Support Constructability Review (Lead) Construction Design Support Design-Build Design Review Design-Build Material Quality Assurance

The GEC will assist the State with coordination of many different groups, some of which include but are not limited to, the Cities of Kent, Auburn, Puyallup, Renton, Federal Way and

Edgewood, King County, Pierce County, Sound Transit, various local, state, and federal resource agencies, the I-405 project team, the SR 167 Extension Project and concerned citizen groups. The GEC may assist the State in developing and acquiring memorandums of understanding and memorandums of agreements with utility, railroad, transit, local, and state agencies.

SR 167 Valley Freeway Corridor Delivery Principles

- Strong owner role
- Need to be flexible
- Assign responsibility to where it is most effective
- Provide for effective decision making
- Small WSDOT project staff
- Leverage private industry
 - Use General Engineering Consultant (GEC) to create Integrated Management Team
 - Possibly use consultants for preliminary design
 - Possibly use Design Build (D-B) for Final Design & Construction

Delivery Strategies

A critical function of the GEC will be the development of delivery strategies for implementing the SR 167 Valley Freeway Corridor Projects. These strategies will evolve into plans that will be implemented collaboratively by the State and GEC.

Development of strategies for the following elements are considered critical to the success of this project:

- Management and organization structure;
- Project control;
- Project implementation;
- Environmental, design, utilities, and right of way (as part of the preliminary design effort);
- D-B QA/QC;
- D-B RFP preparation;
- D-B-B plan preparation;
- Permit acquisition;
- Utility Relocation/Coordination;
- Railroad Coordination; and
- Wetland Mitigation.

Responsibility Matrix

An integrated project management team consisting of GEC and State staff is expected. A responsibility matrix will be required. This matrix will further define the roles and responsibilities between the State and GEC as well as any on-call consultants required for the implementation of the project.

The development of the SR 167 Valley Freeway Corridor Matrix will be a collaborative effort between the WSDOT and the GEC based on the project's delivery principles.

Work Priorities

At present, the State does not have sufficient funding to perform all GEC work for the SR 167 Valley Freeway Corridor Projects. Therefore, individual tasks will be authorized using the following priority principles:

Project Management Priorities

- Develop management and organizational structure strategies to deliver the project;
- Develop project control strategies that are consistent with WSDOT UCO practices and standards;
- Develop project implementation strategy (master scheduling, segment definitions, phasing, cost estimating);
- Develop Corridor Environmental Vision and Permitting Strategy (NEPA/SEPA project documentation, early action mitigation, HB 6188);
- Develop design-build RFP preparation strategy;
- Develop design-build QA/QC strategy; and
- Coordinate with other projects.

Corridor Preliminary Design Priorities

- 1) SR 167 HOT Lane Pilot Project
- 2) SR 167 Stage 4/5 HOV Lane Project
- 3) Bottleneck Project Environmental Documentation

While the above projects are identified as important and critical to the overall SR 167 Corridor vision, the GEC's main focus at the outset is to help set up a management structure for the tracking and prioritizing of all of the projects and tasks that need to be completed. This initial effort will develop and lay out the entire project delivery plan, structure, and organization. It is critical to overall project success to get this work underway and wisely invest the limited initial funds to lay the foundation for successful delivery when more funding becomes available. Collaborative input from the GEC on what needs to be done to prepare to deliver this project will be considered by the State in the assignment of tasks to be done.

Office Space and Co-location

The WSDOT planning and design offices are expected to be located in Pioneer Square area of Seattle at the Urban Corridors Office. Construction offices will be located in Kent. Some placed based GEC staff at the UCO offices and the Kent office is possible. Major co-location of consultant staff is not a requirement; however GEC staff should be located in the central Puget Sound area. The need for long-term co-location will be determined on a case-by-case basis. In addition, consultant "blended" staffing for individual project elements may be required.

KEY QUALIFICATIONS

The GEC will need to demonstrate capacity and capability to perform project management, design-build contracting, strategic project environmental planning, preliminary design/environmental documentation, construction administration and inspection, design-build quality assurance as well as provide qualified project support/specialty services personnel to supplement State forces.

To quickly respond to project needs, schedule requirements, and funding availability changes, the GEC must be able to readily provide staffing and resources in the following areas:

- Key Personnel;
- Technical staff to support an integrated WSDOT/GEC team; and
- Transportation Design staff.

It is not necessary for the consultant to respond with all possible team members' expertise. It is important that the consultant respond to the following "core" areas of expertise that are critical components of the project:

- Project Management;
- Tolling Technology and Implementation;
- Hydraulics;
- Wetland Biology and Wetland Mitigation;
- Real Estate Acquisition;
- Permit Acquisition;
- Utilities;
- Surveying; Record of Survey;
- Right of Way Plan Preparation and Monumentation;
- Traffic Analysis; and
- Environmental Documentation.

Key Personnel

Qualified and committed personnel are key to the successful completion of the SR 167 Valley Freeway Corridor Project. The State holds the philosophy that it is the people who make the project successful; the organization can and will change. With this in mind, the State reserves the right to approve all full-time and key personnel individually for work on this contract. The GEC shall provide a **core** group with the appropriate mix of management, technical expertise, and experience. Given the current project funding and anticipated future funding, the availability of Key Personnel should be flexible to meet the needs of the program environment. It is anticipated that some of the Key Managers will initially work on the project part-time, becoming full-time as the position needs and funding dictates. As future project funding supports it, the core GEC staff will be 100% available to the project. The Project Manager is expected to be 100% available to the project at contract execution. The key personnel will stay with the project until either the WSDOT and GEC mutually agree on replacement personnel, or the position is no longer needed.

The activities below are key delivery areas the GEC is expected to provide. Within each of these areas, there will be many positions to staff. As the project develops, additional key personnel will be required. Support for each of the key personnel will need to be defined and provided as the project progresses and as budget allows. The GEC staff will be required, at a minimum, to show experience, expertise, innovation, and "not business as usual" skills in executive leadership and technical ability in the following areas:

1. Project Manager
Experience and expertise, including alternative project delivery, to lead and manage the delivery of the project and a project that may include tolling.
2. Design Engineering Manager
Background to lead design using alternative delivery methods.

3. Construction Engineering Manager (emphasis on design-build)
Construction administration background including quality assurance for alternative projects.
4. Environmental Manager
Background to lead the development and implementation of a corridor environmental design that will be the basis used to acquire environmental permits. Wetland mitigation site selection and design is required.
5. Hydraulic Design Manager
Hydraulic design background including experience in hydrology modeling, hydraulic analysis and report development and storm water site plan development.
6. Tolling Manager
Background in tolling system planning, design, construction and implementation.
7. Traffic Engineering and Construction Traffic Management
Experience and expertise in managed lanes, improvements on major freeway , where existing traffic must be maintained.
8. Public Relations Management
Background to manage communication to a diverse audience from small entities to general public.
9. Contract and Agreement Management
Experience with managing multiple agreement types including design-build RFQs and contracts. Experience is the WSDOT UCO's project control system is preferred.
10. Electrical/Signal/Signing/ITS Design
Background in design of illumination, signals, ITS and signing design (WSDOT experience is desired.)
11. Surveying
Experience is researching and creating WSDOT Right of Way mapping for real estate acquisition. Will be required to file a record of survey with the County.

Personnel with managerial and technical skills typical to transportation design and construction projects are required to be part of the team.

Desired Expertise of Consultant Team

- Management for all phases of a project's life, from initial implementation through project closeout;
- Transportation design-build projects;
- Developing and writing transportation design-bid-build PS&Es and transportation design-build RFQs;
- Managing, administering, and providing oversight for design and construction contracts as an owner representative [includes contracts developed by either GEC or others; contract execution by WSDOT as owner];
- Communicating, involving, and coordinating with many different groups;
- Developing, forming, and administering strategies for design-build, design-bid-build, and other contracting approaches;
- Organizational development (project management, planning, budget management, organization development, mobilizing the project team, locating the office space, coordinating equipment and services, human resources, identifying procurement methods and procedures, etc.);

- QA/QC and other project controls (scheduling, cost estimating, document control, general accounting, cost accounting, budgeting, etc.);
- Understanding and application of NEPA/SEPA requirements and applicable permits;
- Public works standards, methods, and procedures;
- Initiating interagency agreements [execution by WSDOT as owner];
- Real estate acquisition processes;
- Understanding of tolling system design and operations;
- Understanding of sensitive local and regional issues;
- Understanding of gaining environmental approvals to proceed in an arena where the endangered species act is in effect; and
- WSDOT standards, methods, and procedures.

The State has not prepared a detailed scope of work to be performed under this contract. Individual tasks will be assigned using a negotiated hourly rates matrix. The State reserves the right to negotiate scopes of work for preliminary design work.

Selection Process

Pursuant to state and federal regulations, a qualifications-based selection process will be used to evaluate and select the GEC. A submittal review team will review and score the experience and qualifications submitted to establish a ranked list of qualified consultants. Selections may be made from the written material supplied from this package. However, the state reserves the right to perform interviews if deemed necessary to select the most qualified team. If interviews are conducted, all qualified consultants would go into the interviews unranked and selection would be made solely on the interview.

Submittal Package

The following information and criteria will be used to evaluate and rank responses:

1. Qualifications/expertise of firms on team (35 points);
2. Qualifications of proposed project manager (35 points);
3. Qualifications of proposed key managers (15 points);
4. Team's demonstrated ability to supplement agency workforce with technical support personnel (15 points); and
5. Team's demonstrated ability and experience managing:
 1. design – build type of projects
 2. The design, construction, or design – build of managed lane type of projects (20 points.)

Criteria Definitions for SR 167 Valley Freeway Corridor General Engineering Services

Scoring Criteria 1: Qualifications/Expertise of Firms on Team

Points – Minimum 0: Maximum 35

- A) Provide a listing of all firms on your proposed team;
- B) Describe how the individual firms teaming together have worked together before. Provide the name of the project(s), each firm's role on the project, and the dates the services were performed;

- C) To quickly respond to project needs, schedule requirements, and funding availability, describe the team's ability to readily provide staffing and resources. Include a listing of each team member's offices and the number of employees within the state of Washington (specifically the Puget Sound area) and nationwide;
- D) For each firm on your proposed team, provide the types of expertise necessary for this project that is available at each location, how long has each firm on your team provided these type(s) of expertise, and describe how these resources may quickly be made available. Provide an organization chart of your proposed team and include the respective roles that each firm will provide for the team; and
- E) Demonstrate using relevant project examples how your proposed team can provide the "Key Qualifications" as described in the RFQ to successfully deliver this project.

Scoring Criteria 2: Proposed Project Manager Qualifications

Points – Minimum 0: Maximum 35

- A) Demonstrate using relevant project examples how your proposed Project Manager meets the "Key Qualifications" as described in the RFQ to successfully lead and manage this project;
- B) Describe, using examples, how this proposed Project Manager has lead the development and implementation of project delivery strategies, organization and methods to deliver a major project;
- C) Provide the professional licenses/accreditations for the proposed Project Manager; include the year that the license/accreditation was received; and
- D) Provide the proposed Project Manager's availability to the project.

Scoring Criteria 3: Proposed Key Managers Qualifications

Points – Minimum 0: Maximum 15

- A) Demonstrate using project examples how your proposed Key Managers meet the "Key Qualifications" as described in the RFQ to successfully manage their responsible portions of this project;
- B) Provide the relevant professional licenses/accreditations for the proposed Key Managers; include the year that the license/accreditation was received;
- C) Technical, project, policy, and processes expertise relevant to this project to successfully function in positions;
- D) Ability to represent WSDOT; and
- E) Given the current project funding and the anticipated funding, the availability of Key Managers should be flexible to meet the needs of the program and funding environment. It is anticipated that the Key Managers may initially work on the project part-time, becoming full-time as position needs and funding dictate. Describe your Proposed Key Managers' roles/responsibilities and availability to the project.

Scoring Criteria 4: Team's Demonstrated Ability to Supplement Agency Workforce with Technical Support Personnel

Points – Minimum 0: Maximum 15

- A) Demonstrate using project examples* how the team has sufficient experienced staff to supplement agency workforce with technical support personnel;
- B) Include technical, project, policy, and process expertise to create an integrated management team and to successfully function in positions typically filled by WSDOT staff. Expertise includes knowledge and coverage of all disciplines typical to State transportation design projects and construction administration for those projects.

Demonstrate the ability to manage, review, and evaluate the work of others as an owner representative, including other consultants and design-build contractors, as well as the ability to create original work products.

Scoring Criteria 5: Team's demonstrated ability and experience managing:

1. Design – build type of projects
2. The design, construction, or design – build of managed lane type of projects (20 points.)

Points – Minimum 0: Maximum 20

- A) Demonstrate using project examples your workforce's experience with design- build projects and tolling projects;
- B) Demonstrate your team's capacity to provide a workforce for managing a design – build RFQ and RFP procurement. Be specific about how your team would deliver a design build project (including the HOT lane pilot project) on the SR 167 corridor; and
- C) Demonstrate the ability to deliver a managed lane (tolling) project on a tight deadline. List the required steps that are required to deliver such a project and the expected obstacles that could arise from inception to opening to traffic. Demonstrate the ability to manage review and evaluate from an owner's perspective.

Close coordination with the existing I-405 Project Team for the SR 167 180th to I-405 project, as well as the Olympic Region for the SR 167 Extension from Tacoma to Edgewood is expected. WSDOT may consider a common GEC effort for the SR 167 work from Tacoma to Edgewood with this GEC effort from Puyallup to Renton in its selection process.

Interviews, if deemed necessary by WSDOT

A separate interview panel may be utilized to interview and select the successful consultant team. The State reserves the right to not conduct consultant interviews and to select the consultant solely upon the merits of the written submittals.

If interviews are conducted, the following “possible” schedule for the interview would consist of:

- Consultant Presentation - 40 min.
- Interview Panel Questions - 20 min.
- The Project Manager must lead the presentation before the interview panel. The consultant shall make available its Key Managers for questions and submittal package clarification.

Consultant Selection Timeline

- Announcement Date – November 29th, 2005
- RFQ information posted on Consultant Services Website – December 12th, 2005
- Pre-Submittal Meeting (attendance optional) – December 15th, 2005
- Consultant contact period with project staff for GEC – December 16th, 2005 through January 6th, 2006
- Submittal Package Deadline – January 12th, 2006 (4:00 PM)
- Consultants are contacted by GEC staff for submittal clarification question(s) – January 13th-January 18th, 2006
- If interviews are conducted, January 17th - January 18th, 2006

- Review Submittals by Project Teams and selections made – January 19th, 2006
- Notify Consultants – Week of January 22nd, 2006

Submittal Requirements

Consultants that submit Statements of Qualifications (SOQ) in response to this announcement must have the capability of providing the products and services listed in the advertisement. Sub-consultants may be used. WSDOT assumes no obligation of any kind for expenses incurred by any respondent to this solicitation. All submittals become the property of WSDOT and will not be returned. The submittal shall meet the following requirements, or it will be deemed non-responsive and will not be eligible for consideration of this project:

- Each criterion for selection must be addressed.
- Your submittal must be accompanied by the required Prime Submittal Information Packet Form and the Sub Submittal Information Packet Form. These forms must be completed in their entirety for the Prime and all sub-consultants or your submittal will be deemed non-responsive and will not be considered for this project. If you do not have access to the Internet, you may obtain a form by calling 360-705-7104. Information supplied by this packet will not count toward the total number of pages required for the submittal.
- There is a minimum twelve (12)-point font requirement for the basic text of the entire submittal. Any charts, graphs, table of organizations, etc., must be of readable size.
- The maximum number of sheets allowed per submittal will be thirty (30) sheets, submitted only on single sided, single column typed 8.5" x 11" paper. We will allow one (1) page of the 30 sheets to be submitted on paper other than 8.5" x 11" size. The page count limitation applies to ALL sheets contained in the submittal. The only exceptions to the page count are the front and back cover, and the Submittal Information Packet form.
- Federal Forms SF 254 and SF 255 are not required for this solicitation. If these forms are included in the submittal, they will count towards the maximum limitation of thirty (30) pages.
- Four (4) originals/copies of the submittals are due no later than 4:00 PM, January 12th, 2006, to the Director of Consultant Services, Washington State Department of Transportation, Consultant Services Office, 7345 Linderson Way SW, Tumwater, WA 98501-6504.
- Late submittals, or those delivered by facsimile, electronic mail, or any other format other than bound paper copies, will be deemed non-responsive and will not be considered for the project.
- Submittals that do not follow the directions will be deemed non-responsive and will not be considered for the project.

In the event, CAD graphical or design engineering electronic data is to be submitted, during agreement negotiations the State and the Consultant shall agree upon the software release to be used for the project.

The Professional capabilities of Consultants must include Professional Registration in the State of Washington and a demonstrable expertise in one or more of the disciplines necessary to accomplish the services. In addition, the Consultant must be registered as a company licensed to perform "engineering services" in the State of Washington.

The department encourages disadvantaged, minority, and women-owned consultant firms to respond.

Questions regarding the project should be directed to Craig Stone, Deputy Administrator, Urban Corridors Office 206-464-1222.

Questions regarding the solicitation and selection process should be directed to the HQ Consultant Services Office, at 360-705-7147.

Persons with disabilities may request this information be prepared and supplied in alternate formats by calling collect 206-389-2839. Persons with hearing impairments may call 1-800-833-6388 (Washington State Telecommunications Relay Service) and ask for 206-515-3683.